

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

Notice FI-2523

For: State and County Offices

Reminder for Annotating Canceled CCC-184's

Approved by: Deputy Administrator, Management



1 Annotating Canceled CCC-184

A

Background

1-FI, subparagraph 254 A, requires that when CCC-184 is canceled, the date and reason for canceling CCC-184 be written in ink across the face of the original CCC-184.

The County Operations Review Program Report for FY 2001 indicates that over 40 percent of the offices reviewed did not annotate the face of a canceled CCC-184 with the date and reason for cancellation.

B

Purpose

This notice reminds State and County Offices of the policy for annotating canceled CCC-184's.

C

**Annotating the
Face of Canceled
CCC-184**

When CCC-184 is canceled:

- ENTER "Canceled (**date**)"
- the reason for the cancellation in ink across the face of either the:
 - original CCC-184, if the original is available
 - file copy of CCC-184, if the original is not available.

D

Contact

If there are any questions about this notice, contact Debbie Simmons, FMD, at 703-305-1309.

Disposal Date

January 1, 2003
4-25-02

Distribution

State Offices; State Offices relay to County Offices